

# Duluth Public Arts Commission

## MINUTES for 2/12/24 (date)

### Call to Order and Roll Call

Meeting started at 4:05PM

Commissioners: Wes Drummond, Scottie Gardonio, Carly Jandl, Kelli Hallsten Erickson, Amanda McElray Hunter, Christina Woods, Amy Demmer, Lee Cutler, Tammy Underwood, Shari Marshik

**Present:** Scottie Gardonio, Kelli Hallsten Erickson, Christina Woods, Amy Demmer, Lee Cutler, Shari Marshik, Wes Drummond, Amanda McElray Hunter, Tammy Underwood, Wes Drummond.

**Absent:** Carly Jandl

**Staff:** Tricia Hobbs, Angie Stier

- Public Comment

### Approval of Minutes

- January Regular Meeting Minutes

Commissioner Cutler made a motion to approve January meeting minutes with a second by Commissioner Underwood.

Drummond	Gardonio	Jandl	Hallsten Erickson	McElray Hunter	Woods	Demmer	Underwood	Marshik	Cutler
x	x		x	x	x	x	x	x	x

### Discussion Items

- DPAC Work Plan
  - a. Updates-
    1. Conservation, Next Steps: reach out to Jodi Broadwell,

2. Conservation, Next Steps: need to determine who owns what, find someone to take photographic documentation.
3. Staff: Continue work on the deaccessioning policy.
4. Conservation Next steps, Contact Penny and get on her schedule, get proposal sent to staff to move forward.
5. Staff Next Steps- create questions for Kelli
6. Next Steps: commissioners will review the document and provide items to move forward – to discuss May/June.
7. Next Steps: Staff – ask Park/PFM if they have noticed any maintenance/cleaning needs.

- Letter of Support for 6<sup>th</sup> Ave E. Extension project

**Action Items**

- Approval of 2024 workplan

Commissioner opted to make this a working document, reference to notes from previous conversation.

- Approval of 6<sup>th</sup> Ave. E. Extension project letter of support

Commissioner Woods made a motion to approve 6<sup>th</sup> Ave. E. Extension project support letter with a second by Commissioner Cutler.

Drummond	Gardonio	Jandl	Hallsten Erickson	McElray Hunter	Woods	Demmer	Underwood	Marshik	Cutler
x	x		x	x	x	x	x	x	x

- Utility Box Wrap Program Guidelines Updates

Commissioner Gardonio made a motion to approve the recommendation to Utility Box Wrap Guidelines a second by Commissioner Underwood.

Drummond	Gardonio	Jandl	Hallsten Erickson	McElray Hunter	Woods	Demmer	Underwood	Marshik	Cutler
x	x		x	x	x	x	x	x	x

- Approval of Utility box Wrap submission
  - Paul Lajeunesse

Commissioner Woods made a motion to approve Utility Box Wrap from Paul Lajeunesse with a second by Commissioner Hallsten Erickson.

Drummond	Gardonio	Jandl	Hallsten Erickson	McElray Hunter	Woods	Demmer	Underwood	Marshik	Cutler
x	x		x	x	x	x	x	x	x

**Staff Updates**

- Guest Speaker calendar for 2024
  - Request topics/ questions for March and April.

**Subcommittee Reports**

- Deaccessioning Subcommittee
- Conservation Subcommittee
- Performance and Festival Committee

**Adjournment**

Motion to adjourn at 5:30PM.

**FUTURE AGENDA ITEMS:**

- Mock Calendar for Upcoming Events
- Press Release Template
- Press Release for 2024 Utility Box Wraps -Call for applications
- Utility Box Wrap Map
- Secretary to manage documents